

Board of Elections and Ethics

www.dcboee.org

Description	FY 2003 Approved	FY 2004 Proposed	% Change
Operating Budget	\$3,585,344	\$4,115,785	14.8

The mission of the Board of Elections and Ethics is to administer and enforce the election law of the District of Columbia by providing voter registration, qualifying candidates and measures for ballot access, and conducting elections.

The agency plans to fulfill its mission by achieving the following strategic result goals:

- Use information technology to improve the accuracy and timeliness of the voting process.
- Maintain outreach to ensure that voters are familiar with the new technologies.
- Ensure that all registered qualified voters are educated on the current voting system.
- Implement the requirements of the intended legislation from the Help America Vote Act (HAVA) of 2002.

The Board is responsible for administering all the electoral processes for eight election wards, 142 voting precincts, 37 Advisory Neighborhood Commissions (ANCs), and 286 ANC Single-Member Districts.

Did you know...

Telephone	(202) 727-2525
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Voter registration forms are available at the agency's website, as well as D.C. libraries, fire houses, and police stations.

Registration deadline: Voter registration forms must be postmarked 30 days before an election to qualify.

District residents could not vote for President until after 1961, when the 23rd amendment to the Constitution was ratified. District residents first voted in the 1964 election. However, District residents do not have voting representation in Congress.

Where the Money Comes From

Table DL0-1 shows the sources of funding for the Board of Elections and Ethics.

Table DL0-1

FY 2004 Proposed Operating Budget, by Revenue Type

(dollars in thousands)

	Actual FY 2001	Actual FY 2002	Approved FY 2003	Proposed FY 2004	Change From FY 2003	Percent Change
Local Fund	3,266	3,763	3,585	4,116	530	14.8
Total for General Fund	3,266	3,763	3,585	4,116	530	14.8
Gross Funds	3,266	3,763	3,585	4,116	530	14.8

How the Money is Allocated

Tables DL0-2 and 3 show the FY 2004 proposed budget for the agency at the Comptroller Source Group level (Object Class level) and FTEs by fund type.

Table DL0-2

FY 2004 Proposed Operating Budget, by Comptroller Source Group

(dollars in thousands)

	Actual FY 2001	Actual FY 2002	Approved FY 2003	Proposed FY 2004	Change from FY 2003	Percent Change
11 Regular Pay - Cont FullTime	1,542	1,678	1,654	1,875	220	13.3
12 Regular Pay - Other	236	133	170	120	-50	-29.2
13 Additional Gross Pay	201	11	50	25	-25	-50.0
14 Fringe Benefits - Curr Personnel	280	332	260	301	41	15.7
15 Overtime Pay	0	25	0	25	25	100.0
Subtotal Personal Services (PS)	2,259	2,180	2,133	2,345	212	9.9
20 Supplies and Materials	17	19	45	45	0	0.0
30 Energy, Comm. and Bldg Rentals	65	45	75	92	16	21.2
31 Telephone, Telegraph, Telegram, Etc	44	153	121	125	4	3.1
32 Rentals - Land and Structures	105	142	167	221	54	32.2
33 Janitorial Services	0	24	20	31	11	52.9
34 Security Services	0	28	27	35	8	28.7
40 Other Services and Charges	635	992	805	1,156	350	43.5
41 Contractual Services - Other	49	97	96	41	-55	-57.3
70 Equipment & Equipment Rental	93	82	95	26	-69	-72.5
Subtotal Nonpersonal Services (NPS)	1,007	1,583	1,452	1,771	319	22.0
Total Proposed Operating Budget	3,266	3,763	3,585	4,116	530	14.8

Table DL0-3

FY 2004 Full-Time Equivalent Employment Levels

	Actual FY 2001	Actual FY 2002	Approved FY 2003	Proposed FY 2004	Change from FY 2003	Percent Change
General Fund						
Local Fund	29	44	50	50	0	0.0
Total for General Fund	29	44	50	50	0	0.0
Total Proposed FTEs	29	44	50	50	0	0.0

Gross Funds

The proposed budget is \$4,115,785, representing an increase of 14.8 percent over the FY 2003 approved budget of \$3,585,344. There are 50 total FTEs for the agency, representing no change from FY 2003.

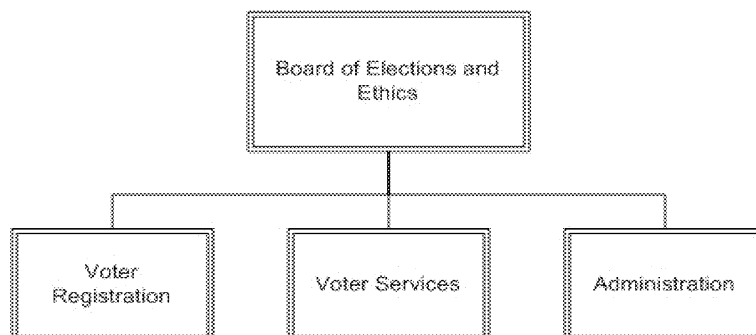
General Fund

Local Funds. The proposed budget is \$4,115,785, an increase of \$530,441 over the FY 2003 approved budget of \$3,585,344. There are 50 FTEs funded by Local sources, representing no change from FY 2003.

Changes from the FY 2003 approved budget are:

- An increase of \$211,707 in personal services for step increases and fringe benefits associated with the FY 2003 District-wide salary adjustments.
- An increase of \$125,432 in fixed costs based on the Office of Finance and Resource Management's estimates.
- A reduction of \$125,047 in other services based on prior year actuals and anticipated costs for FY 2004.
- A reduction of \$68,831 in equipment.
- A reduction of \$55,000 in contractual services based on prior year actuals and anticipated costs for FY 2004.
- An increase of \$550,000 in other services, reflecting a mayoral enhancement for costs for the FY 2004 elections.
- A decrease of \$107,820 in nonpersonal services reflecting gap closing measures for FY 2004.

Figure DL0-1

Board of Elections and Ethics

Programs

The Board of Elections and Ethics operates the following programs:

Voter Registration

This program notifies all registered qualified electors of their polling place locations by mail. It also ensures that all registered qualified voters are educated on new voting systems.

Voter Services

This program monitors candidate qualification. Before each election, Voter Services:

- Provides candidates with the information and documents necessary for them to qualify for office, including petitions and declarations of candidacy.
- Manages challenges during the period when any registered voter can challenge a candidate's petition to run for office.
- Provides badges for all poll watchers.

Administration

This program oversees the planning, management, and conduct of elections in the District. When precincts must be relocated, it identifies facilities that are accessible to people with disabilities.

This office also:

- Keeps the public informed by designing and directing a comprehensive public information program related to registration, candidate qualification, and voter services.
- Handles procurement for the Board.
- Designs and maintains the organizational structure of the Board's services.
- Advises Board members of the possible effects of proposed policy or legislative changes.
- Implements Board policies and regulations.

Agency Goals and Performance Measures

Goal 1: To register qualified residents and educate voters on the voting process.

Citywide Strategic Priority Area(s): Making Government Work; Enhancing Unity of Purpose and Democracy

Manager(s): Kathryn A. Fairley, Registrar of Voters

Supervisor(s): Alice P. Miller, Executive Director

Measure 1.1: Percent of voter services programs administered

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	75	85	85	85	85
Actual	N/A	90	-	-	-

Measure 1.2: Percent accuracy of voter registry

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	75	80	88	88	90
Actual	N/A	80	-	-	-

Measure 1.3: Percent of eligible residents located and identified

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	75	80	88	88	90
Actual	N/A	85	-	-	-

Measure 1.4: Percent of residents provided with voter education and information on updated voting systems

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	85	100	100	100	100
Actual	N/A	100	-	-	-

Goal 2: Perform comprehensive planning and support for election operations.

Citywide Strategic Priority Area(s): Making Government Work; Enhancing Unity of Purpose and Democracy

Manager(s): Marvin A. Ford, Chief of Staff

Supervisor(s): Alice P. Miller, Executive Director

Measure 2.1: Percent of polling places identified as capable of serving the disabled community

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	85	90	95	95	-
Actual	87	95	-	-	-

Note: FY 2001 actual figure is from October 2000 through January 2001.

Measure 2.2: Percent of Intra-District coordination for agency activities surrounding elections, such as security and drivers, that is provided by the Board

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	90	95	100	100	100
Actual	100	100	-	-	-

Note: FY 2001 actual figure is from October 2000 through January 2001.

Measure 2.3: Percent of planned Internet Web site complete

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	90	95	100	100	100
Actual	95	90	-	-	-

Note: FY 2001 actual figure is from October 2000 through January 2001.

Goal 3: Manage poll worker activities and provide required staffing assignments.

Citywide Strategic Priority Area(s): Making Government Work; Enhancing Unity of Purpose and Democracy

Manager(s): Marvin A. Ford, Chief of Staff

Supervisor(s): Alice P. Miller, Executive Director

Measure 3.1: Number of poll workers

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	1500	1700	2500	2500	-
Actual	1788	1450	-	-	-

Note: FY 2001 actual figure is from October 2000 through January 2001.

Goal 4: Establish priorities for the Board in matters regarding election related legal disputes.

Citywide Strategic Priority Area(s): Making Government Work; Enhancing Unity of Purpose and Democracy

Manager(s): Kenneth J. McGhie, General Counsel

Supervisor(s): Alice P. Miller, Executive Director

Measure 4.1: Percent of legal matters before the Board that are competently analyzed

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	95	100	100	100	100
Actual	100	100	-	-	-

Measure 4.2: Percent of pending legislation that will affect the Board's processes that receive statutory recommendations and comments

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	90	92	92	92	-
Actual	100	100	-	-	-

